



Natural Resources Conservation Service
1201 NE Lloyd Blvd., Suite 900
Portland, OR 97232-1279

March 26, 2007

OREGON BULLETIN OR440-2007-5

SUBJECT: PGM – Adjusted Gross Income and AD-1026 Eligibility Issues in ProTracts

ACTION REQUIRED BY: MAY 18, 2007

Purpose: To take corrective action to resolve AGI and AD-1026 eligibility issues in ProTracts.

Expiration Date: September 30, 2008.

National Bulletin 440-7-12, dated March 23, 2007, references the need to correct current EQIP, CSP, and WHIP contracts that have specific AGI and AD-1026 issues. Oregon does not have any contracts with AGI issues. For contracts with AD-1026 eligibility issues, we have one CSP and 26 EQIP contracts that need to be corrected.

Attached is a list of contracts where the AD-1026 eligibility is indicated as “not filed”. While this is not currently blocking payments or obligations, these files need to be updated.

NOTE: NRCS will verify that all 2007 program participants who are associated with eligible agricultural land on an application have filed an AD-1026 before approving contract obligations. This should be part of the verification process before the “other” eligibility block is checked.

Even if you have no contracts on the attached spreadsheet, you must check the eligibility of current 2007 applications prior to obligation.

To check the status of these contracts and 2007 applications, follow these steps:

1. Open the application or contract in ProTracts.
2. Click on participant (or vendor) info
3. Check the vendor being verified
4. Click on view eligibility.
5. View AD-1026 block. For each of the contracts on the attached spreadsheet, the AD-1026 box will read “Not filed”.

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Field offices need to read National Bulletin 440-7-12 and work with the producers and FSA to clear these AD-1026 issues.

The State Office has already attempted to Update Eligibility to clear these flags. Field Offices should start with Step 3 of National Bulletin 440-7-12. In some cases, these flags may be cleared by verifying the existence of the AD-1026 in the field office without the need to contact the producer.

Please contact Louise Davis, 503 414 3230, if you have any questions.

A handwritten signature in black ink, reading "William B. White". The signature is written in a cursive style with a large, stylized "W" and "H".

BILL WHITE
Leader – Programs